Warrington and Halton Teaching Hospitals NHS Foundation Trust

Workforce Equality Analysis Report

(WEAR)

2020

Contents

Section 1 - Introduction

1.1 About this report

All NHS organisations have to demonstrate how they are meeting their Specific Public Equality Duty by:

- Publishing information outlining how Warrington and Halton Teaching Hospitals NHS Foundation Trust will comply with the General Duty on an annual basis
- Publish data on our workforce which should reflect relevance to the local population

This report looks at the profiles of those individuals currently working within Warrington and Halton Teaching Hospitals NHS Foundation Trust (WHH), those entering or leaving the workforce and those accessing opportunities within the Trust. The data for this report refers to the period 1st December 2019 to 30th November 2020 and a comparative data for the time period 2st December 2018 – 30th November 2019 (unless otherwise indicated).

The report refers to the profile of our workforce by "Protected Characteristic" as outlined in the Equality Act (2010), the protected characteristics are as follows:

- Age
- Disability
- Gender reassignment
- Marriage or civil partnership
- Pregnancy and Maternity
- Race
- Religion or belief
- Sex
- Sexual Orientation

1.2 About the organisation

Warrington and Halton Teaching Hospitals NHS Foundation Trust comprises three acute (secondary) care hospitals across two sites in the boroughs of Warrington and Halton.

Our vital statistics

- We employ around 4,500 strong workforce comprising 52 nationalities
- We serve a population of 330,000 across both Warrington and Halton boroughs
- We deliver 500.000 individual patient appointments, procedures and stays

- We have an annual turnover of over £240million
- We became a Foundation Trust in 2008 and have circa 15,000 members

It is important to our organisation that we provide an equitable, supportive and fair workplace free from discrimination to support our workforce in providing the best possible care for our patients.

Our Equality, Diversity and Inclusion strategy committed to improving the health and wellbeing of the people we serve and employ, aiming to be a leading organisation for promoting equality, diversity and inclusion.

Section 2 - Data Reporting Principles

2.1 Measurements and Indicators

This report measures various indicators based on the requirements of the Equality Act 2010 to ensure we meet our Public Sector Equality Duty (PSED). The indicators are shown in **table one** with associated data sets that are available in this report.

Table One: Data Indicators

Indicator	Data set 1st December 2019 – 30th November 2020 1st December 2018 – 30th November 2019
Workforce profile	- Staff group - Banding - Medical and Dental staff by role - Nursing and Midwifery staff by role - By protected characteristic
Recruitment profile	- Applications and shortlisted by protected characteristic - Promotions by protected characteristic and pay band - Starters and leavers by protected characteristic
Formal procedures profile (this does not include anyone going through an informal process	- Bullying and harassment by protected characteristics - Disciplinary by protected characteristics - Grievances by protected characteristic - Performance management by protected characteristic

The data set out in **table one** will enable the organisation to identify
any areas for improvement if individuals suffer a detriment as a result of any policies,
procedures or processes.

2.2 Overall Headcount

As at 30th November 2020, WHH's headcount was: 4577. This figure includes staff employed on both permanent and fixed term contracts, bank and agency staff as well as locums.

2.3 Data Sources

The data used within this report is sourced from the following areas:
- Electronic Staff Record (ESR)
- NHS Jobs Records
- NHS Staff Survey – data taken from the NHS Staff Survey Coordination Centre
- Office of National Statistics
- 2011 Census
- National Online Manpower Information System (NOMIS)

The ONS National Censure 2011 is used throughout this report to support comparative analysis against the local population of Warrington and Halton where applicable.

2.4 Data Presentation

In relation to the presentation of the data, there are key considerations to be aware of, as illustrated below.

Headcount
Any headcounts of five or less will be shared with the number deleted to avoid individuals being identified. In most cases, percentages will be provided in order to promote staff confidentiality and sound information governance standards.

Ethnicity profiles

The term Black, Asian and Minority Ethnic (BAME) within this report complies with the definition under the Race Relations (Amendment) Act (2000) and therefore encompasses:

- **Asian or Asian British (**Indian, Pakistani, Bangladeshi, Any other Asian background)
- **Black or Black British** (Caribbean, African, Any other Black background
- **Chinese or any other ethnic group**
- **Mixed (**White and Black Caribbean, White and Black African, White and Asian, and other Mixed background)
- **White Irish, White European, Other White background**

Unknown definition

For the parameters of this report, any data referenced as below, will be categorised as **unknown** for the purposes of this report:

- Unknown
- Not stated
- Unspecified
- Not declared
- Prefer not to answer
- No information available

3 – Workforce Overview

3.1 Introduction

This section reviews the data on the organisation's current workforce and will be broken down by:

- Staff Group
- Agenda for Change pay band
- Medical and Dental staff by role
- Nursing and Midwifery staff by role
- Protected characteristics (Age, Disability, Race / Ethnicity, Religion or Belief, Sex and Sexual Orientation)

This information will be presented alongside the previous reporting year in some instances in order to offer a comparison. The data for this section of the report will be taken from an organisational Staff List compiled from ESR at a snapshot date of **30th November 2019** and **30th November 2020.** Any headcount 5 or below will be removes in order to provide confidentiality.

3.2 Profile of Staff 2019/2020 by Staff Group and Banding

This section provides an overview of our staff in relation to their staff group and also by Agenda for Change pay banding scales. The snapshot date for each of the comparative years is 30th November. **Table two** highlights the breakdown of staff by staff group, and **table three** illustrates the breakdown by Agenda for Change pay scales.

Table Two: Workforce Profile by Staff Group

	2019	2020
Total Staff	4592	4714
Total Staff numbers by staff group		
Add Prof Scientific and Technical	180	183
Additional Clinical Services	848	862
Administrative and Clerical	1043	1042
Allied Health Professionals	376	390
Estates and Ancillary	498	523
Healthcare Scientists	101	108
Medical and Dental	417	466
Nursing and Midwifery Registered	1127	1139

Table Three: Workforce Profile by Agenda for Change banding scale

Agenda for Change Banding	2019	2020
Band 1	129	110
Band 2	1153	1154
Band 3	462	505
Band 4	354	352
Band 5	657	664
Band 6	699	711
Band 7	469	475
Band 8a	143	152
Band 8b	42	56
Band 8c	23	19
Band 8d	9	12
Band 9		7

The workforce profile split by medical and dental roles is illustrated in **table four** and by nursing and midwifery roles in **table five.**

Table Four: Workforce profile split by Medical and Dental Roles

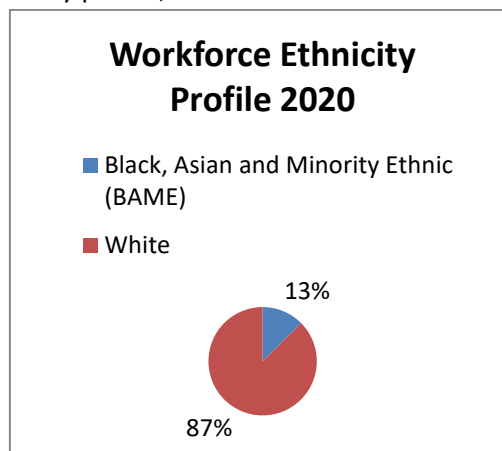| Role	2019	2020
Associate Specialist (closed to new entrants)	10	7
Clinical Assistant (closed to new entrants)		
Consultant	196	222
Foundation Year 1	36	37
Foundation Year 2	38	37
GP Locum		
Hospital Practitioner (closed to new entrants)		
Medical Director		
Speciality Doctor	45	44
Speciality Registrar	19	14
Staff Grade (closed to new entrants)		
Trust Grade Doctor – Career Grade Level	6	
Trust Grade Doctor – Specialist Registrar Level		
Trust Grade Doctor – Speciality Registrar	59	94

Table Five: Workforce profile split by Nursing and Midwifery roles

Role	2019	2020
Advanced Practitioner	11	13
Director of Nursing		
Midwife	129	129
Midwife – Consultant		
Midwife – Specialist Practitioner	11	9
Modern Matron	17	22
Nurse Consultant	6	
Nurse Manager	63	58
Sister / Charge Nurse	141	159
Specialist Nurse Practitioner	204	210
Staff Nurse	541	531

3.2 Profile of staff by ethnicity

The following section analyses the workforce profile by ethnicity as set out in the Race Relations (Amendment) Act 2000 and identified in section 2.4. **Diagram one** highlight the workforce profile split from an ethnicity perspective as at the snapshot date of 30th November 2020.

Diagram One: Workforce ethnicity profile, 2020

Table six identifies the workforce profile by staff group and ethnicity compared between 2019 and 2020.

Ethnicity	White		BAME	
	2019	2020	2019	2020
Add Prof Scientific and Technical	169	170	11	13
Additional Clinical Services	787	802	61	60
Administrative and Clerical	996	1008	47	34
Allied Health Professionals	352	361	24	29
Estates and Ancillary	473	488	25	35
Healthcare Scientists	92	96	9	12
Medical and Dental	180	210	237	256
Nursing and Midwifery Registered	1011	994	116	145

Table seven illustrates the workforce profile split by ethnicity for the snapshot date of 30th November 2020.

Table Seven: Workforce profile split by ethnicity

Ethnicity	2019	2020
White - British	3798	3856
White - Irish	43	44
White – Any Other White Background	81	91
White – Northern Irish		
White – English		
White – Scottish		
White – Welsh		
White – Other European		
Mixed – White and Black Caribbean	5	
Mixed – White and Black African	8	6
Mixed – White and Asian	18	16
Mixed – Any other mixed background	17	21
Asian or Asian British – Indian	168	181
Asian or Asian British – Pakistani	61	67
Asian or Asian British – Bangladeshi		
Asian or Asian British – Any Other Asian background	75	77
Asian Sri Lankan		
Asian British		
1Black or Black British – Caribbean	8	9
Black or Black British – African	37	40
Black or Black British – Any other Black background	6	
Black British		
Chinese	16	17
Any other ethnic group	52	52
Filipino		
Malaysian		
Other Specified		
Not stated	29	60

Table Eight illustrates the workforce profile split by ethnicity and staff group.
The term "BAME" refers to Black, Asian and Minority Ethnic members of staff.

Table Eight: Workforce Staff Group split by ethnicity

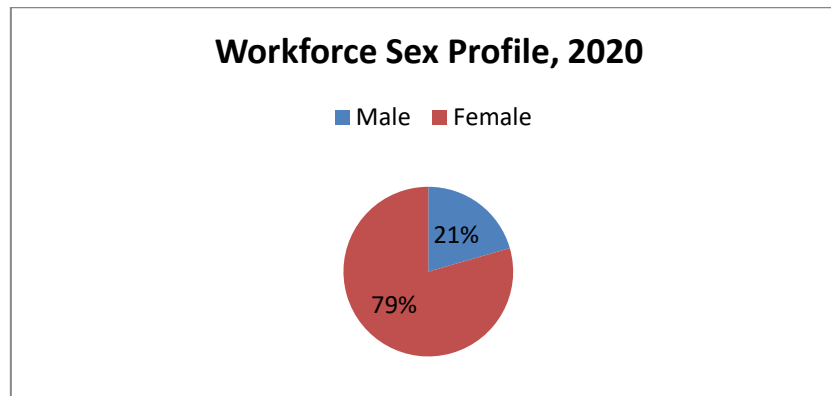|	2019	2020
Additional Prof Scientific and Technic		
BAME	11	13
White	169	170
Additional Clinical Services		
BAME	61	60
White	787	802
Administrative and Clerical		
BAME	47	34
White	996	1008
Allied Health Professionals		
BAME	24	29
White	352	361
Estates and Ancilliary		
BAME	25	35
White	473	488
Healthcare Scientists		
BAME	9	12
White	92	96
Medical and Dental		
BAME	237	256
White	180	210
Nursing and Midwifery Registered		
BAME	116	145
White	1011	994

Analysis

The known ethnicity profile for the Trust remains high at 99% with the highest ethnicity profile being White British (87%). The highest declared BAME ethnicity is Asian or Asian British (3.7%) of the total workforce. The BAME workforce accounts for around 6% of each staff group apart from Medical and Dental (54%), Nursing and Midwifery (12%) and Healthcare Scientists (11%). Overall, the BAME workforce profile accounts for 13% of the total workforce which is more than representative of the local population as the Office for National Statistics 2011 Census indicates that 7.1% of the Warrington population identify as BAME and this is 3.6% for Halton.

3.3 Profile of staff by Sex

The following section analyses the workforce profile by sex as set out in the Equality Act (2010) **Diagram two** highlights the workforce profile split from a sex perspective at the snapshot date of 30th November 2020.

Diagram Two: Workforce sex profile, 2020

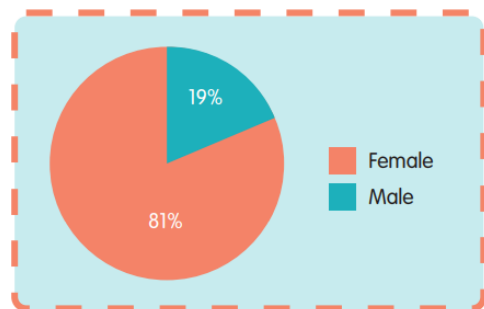Table Nine highlights the profile of staff split by staff group and sex for the snapshot date of 30th November 2020.

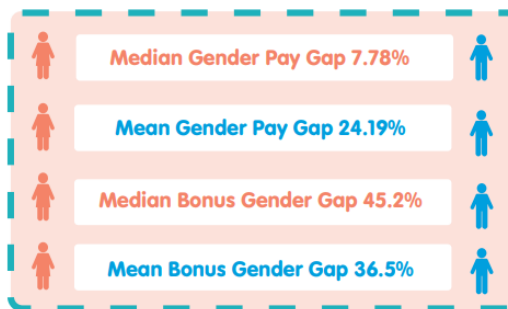| Staff Group	Female		Male	
	2019	**2020**	**2019**	**2020**
Add Prof Scientific and Technical	130	133	50	50
Additional Clinical Services	756	767	92	95
Administrative and Clerical	858	862	185	180
Allied Health Professionals	329	337	47	53
Estates and Ancillary	322	330	176	193
Healthcare Scientists	66	74	35	34
Medical and Dental	161	180	256	286
Nursing and Midwifery Registered	1053	1066	74	73

3.3.a Gender Pay Gap Reporting

The Gender Pay Gap report is a nationally mandated report from central Government to ascertain the different between the average (mean or median) earnings of men and women across a workforce. Due to the COVID-19 pandemic, where gender pay reporting was paused, the below provides a snapshot of the Gender Pay Gap of the organisation from the snapshot fdate of 31st March 2019.

On the basis of the snapshot date of 31st March 2019, the split by sex is 19% male and 81% female. The figures below are split into two categories, the **median** which is the middle point and the **mean** which is the average.

Percentage Gender Split

- 19% Male
- 81% Female

Our Gender Pay Gap Data

- Median Gender Pay Gap 7.78%
- Mean Gender Pay Gap 24.19%
- Median Bonus Gender Gap 45.2%
- Mean Bonus Gender Gap 36.5%

The data shows that the median hourly pay for men is £1.11 higher for men than it is for women, reaulting in a median pay gap of 7.78% in favour of men. This is an increase on 2019's figure of 5.96%.

The mean hourly pay for men is £4.86 higher for men than it is for women, resulting in a mean pay gap of 24.19% in favour of men. This is a slight reduction in last year's figure of 24.27%.

Analysis

The data provided indicates that 79% of the workforce are female with 21% being male. The highest groups of female staff are within Nursing and Midwifery which accounts to 29% of the total workforce, whereas the highest number of males are represented in medical and dental which is 7.8% of the total workforce.
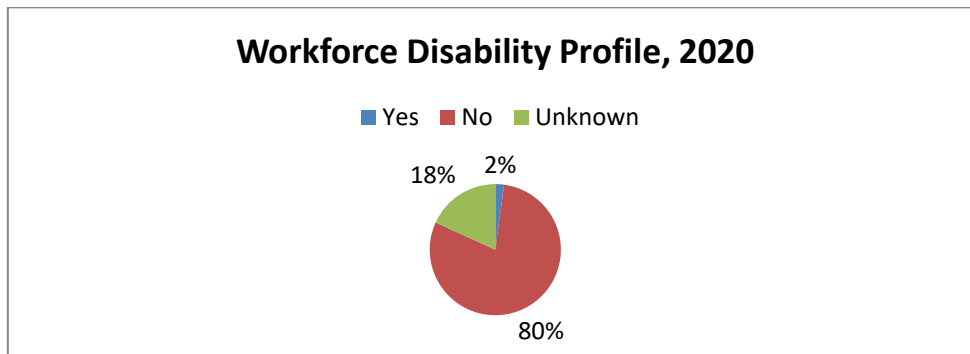
3.4 Profile of staff by Disability

This section analyses the workforce profile by disability. **Diagram Three** identifies the workforce profile by declared disability status compared between 2019 and 2020 and **Diagram Four** identifies the disability status of the workforce for 2020. This data is taken from the organisation's Electronic Staff Record (ESR) and are at the snapshot date of 30th November 2020.

Diagram Three: Workforce Disability Status Comparison

Workforce Disability Status Profile Comparison

	Yes	No	Unknown
2019	87	3416	947
2020	98	3646	833
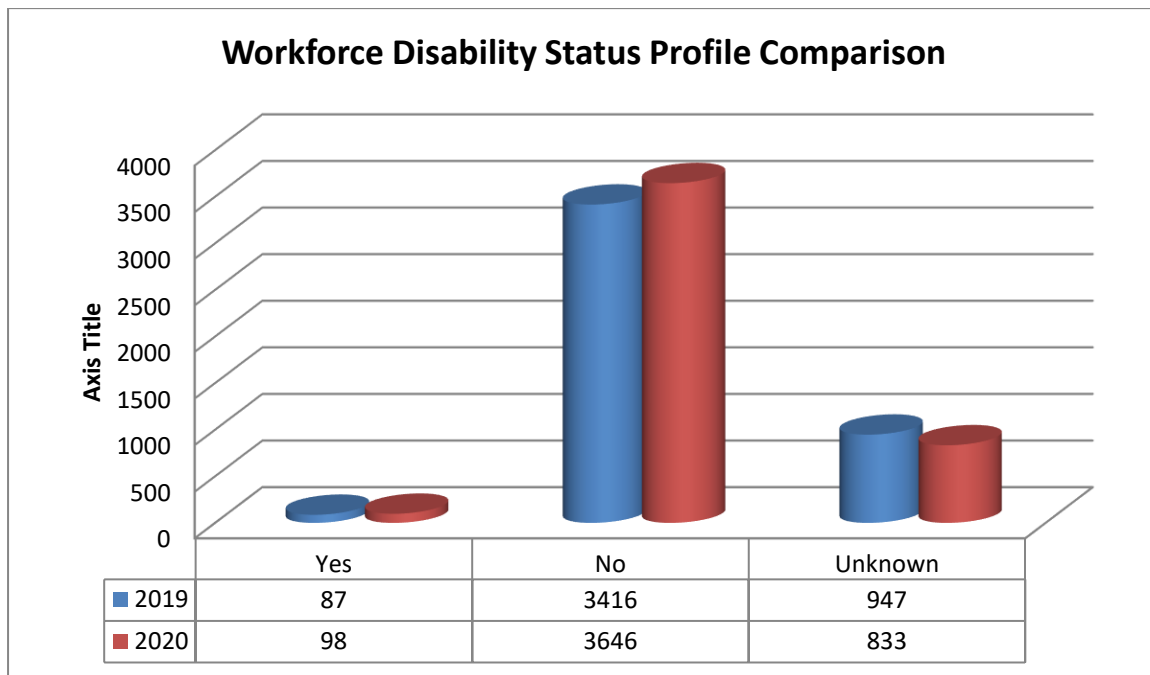
Diagram Four: Workforce Disability Profile, 2020

Workforce Disability Profile, 2020

Yes ■ No ■ Unknown

18% 2%
80%

Table ten highlights the workforce profile split by disability declaration. The data shows where individuals have actively declared that they do have a disability (yes) or that they do not have a disability (no).

Table Ten: Workforce profile split by Disability declaration and staff group

Staff Group	Disability Declared: No		Disability Declared: Yes	
	2019	2020	2019	2020
Add Prof Scientific and Technical	152	180		
Additional Clinical Services	617	654	18	16
Administrative and Clerical	794	818	29	38
Allied Health Professionals	343	356	8	11
Estates and Ancillary	333	369	9	9
Healthcare Scientists	66	79	35	29
Medical and Dental	355	404	6	8
Nursing and Midwifery Registered	872	922	20	18

Analysis

The ESR profile for Disability evidences that there are large gaps in the staff data held by the Trust with the known Disability status (being yes and no) at 82% which is an increase of 4% in comparison with 2019. Although the unknown data for disability has decreased there is a still improvement to be made.

The figures for people living in Halton who are claiming Disability Allowance and related disability benefits is very high at 8.9%. In Warrington's local population the same cohort amounts to 5.65%. In residential estimates, the population who record as being disabled / living with life limiting illnesses for Halton is 21.5% of the local population and for Warrington is 18%.

Work on encouraging staff and highlighting the importance of disability disclosure will continue through 2021/22 as part of the Equality, Diversity and Inclusion strategy for the organisation.

3.5 Profile of staff by Age

The following section analyses the workforce profile by age as set out in the Equality Act (2010) **Diagram Five** highlights the workforce profile split from an age perspective as at the snapshot date of 30th November 2020.

Diagram Five: Workforce Age Profile, 2020

Workforce Age Profile, 2020

Legend: ■ 16-20 ■ 21-30 ■ 31-40 ■ 41-50 ■ 51-60 ■ 61-70 ■ Over 71

- 1%
- 1%
- 18%
- 10%
- 25%
- 20%
- 25%
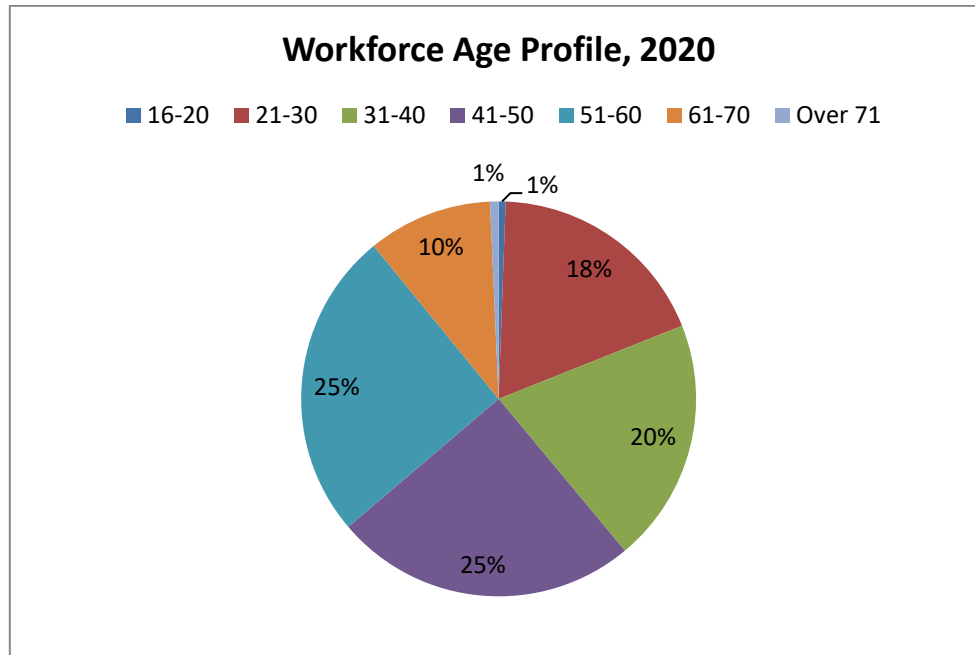
Table Eleven identifies the workforce profile by age split by staff group.

Table Eleven: Workforce Profile by staff group and age

| Staff Group	16-20	21-30	31-40	41-50	51-60	61-70	71+
Add Prof Scientific and Technical		47	51	43	32	10	
Additional Clinical Services	16	162	159	201	226	94	4
Administrative and Clerical	10	142	154	268	332	124	12
Allied Health Professionals		120	99	98	65	8	
Estates and Ancillary		43	69	99	179	123	9
Healthcare Scientists		20	31	21	25	11	
Medical and Dental		141	92	131	65	31	6
Nursing and Midwifery Registered		184	287	308	280	79	

Analysis

The highest represented age groups for the Trust are in line with previous years with most of the workforce being in the 41-50 years (25%) and 51-60 years (25%). The next largest age bracket is 31-40 at 20%.

11% of the workforce are over the age of 60, which includes 1% being over the age of 71. In 2011, the Employment Equality (Repeal of Retirement Age Provisions) Regulation came into force. This repealed the default retirement age of 65 years and provides protection for those aged 65 years and over from default retirement based on their date of birth. Our workforce profile can demonstrates that the Trust is in line with the law in relation to age equality in employment.

3.6 Profile of staff by Religion / Belief

The following section analyses the workforce profile by religion or belief as set out in the Equality Act (2010) **Diagram Six** highlights the workforce profile split from a religion or belief perspective as at the snapshot date of 30th November 2020.

Diagram Six: Workforce religion / belief profile, 2020
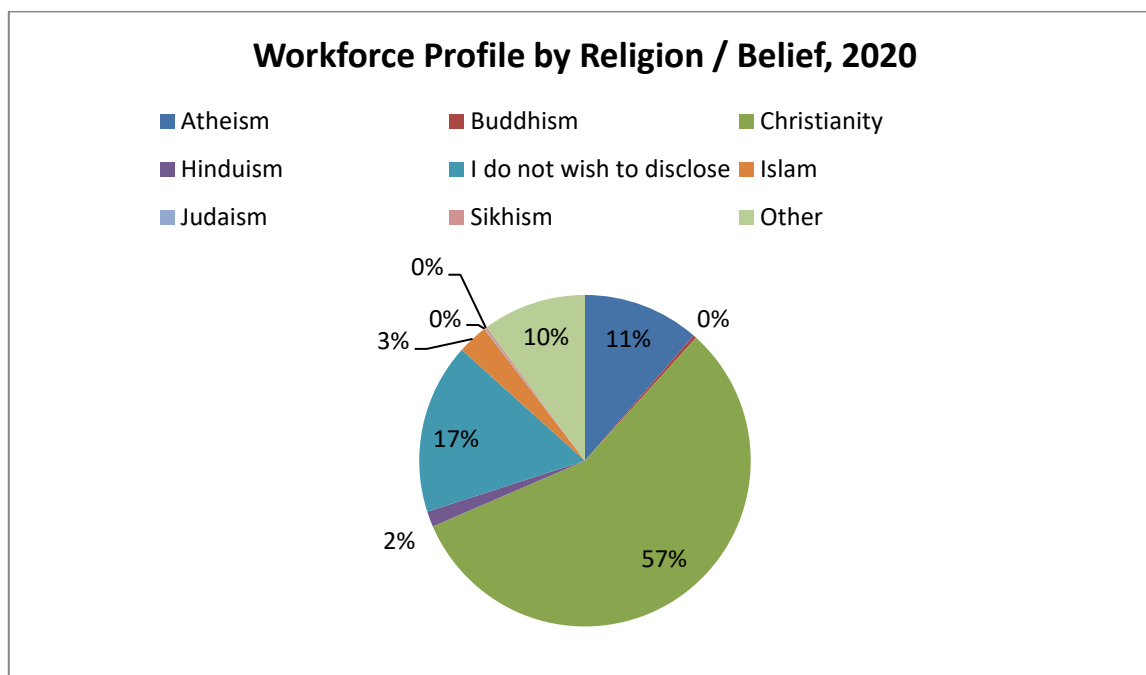
Analysis

The total known disclosure of our staff religion or belief is 69% which is an increase on the previous year. The percentage of staff not wishing to disclose their religion or belief is 17% which is less than the previous year and would illustrate that more people may feel comfortable to disclose their religion or belief within our organisation.

As with previous years, Christianity is the most predominant religion within the Trust at 57% and the other two highest are those not wishing to disclose (17%) followed by atheism (11%).

This would compare similarly to the ONS Censure (2011) which highlighted the percentage of the population living in Warrington identifying as Christian being 71.4% with Halton being 75%. The 2011 ONS Census indicates that the organisation's non-disclosure rates when compared to the population is much higher at 31% than Warrington's 5.9% and Halton's 5.4%.

3.7 Profile of staff by Sexual Orientation

The following section analyses the workforce profile by sexual orientation as set out in the Equality Act (2010) **Diagram Seven** highlights the workforce profile split from a sexual orientation perspective at the snapshot date of 30th November 2020.

Diagram Seven: Workforce Sexual Orientation profile, 2020
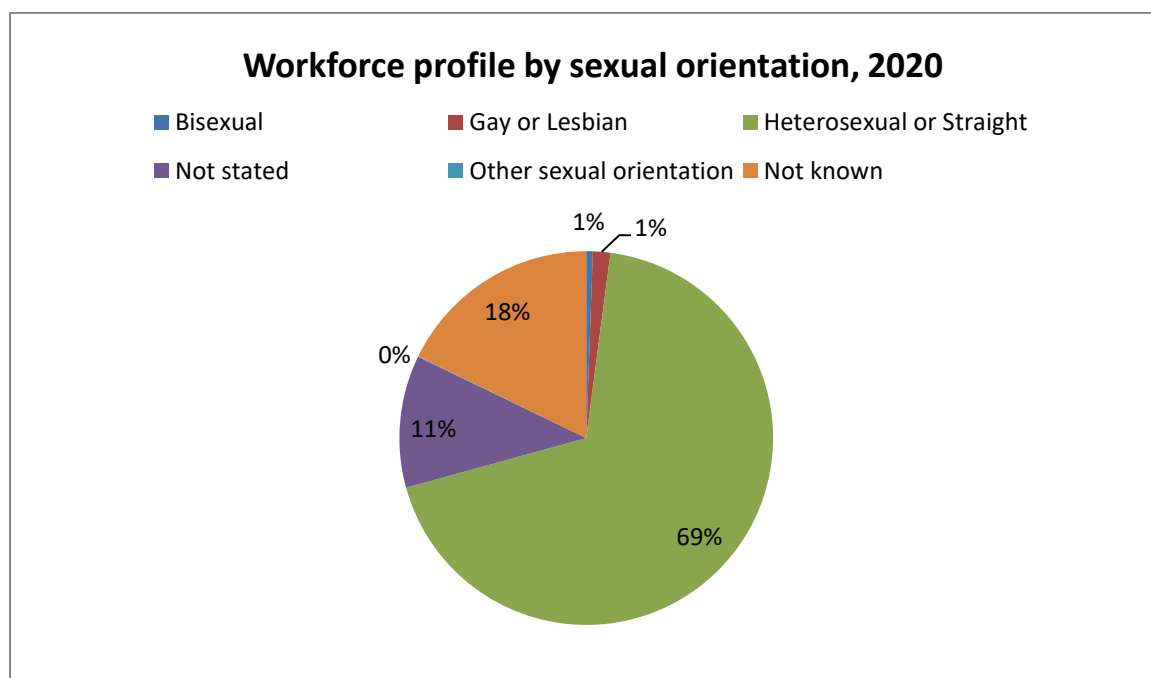
Table twelve identifies the workforce profile split by sexual orientation and staff group.

Table Twelve: Sexual Orientation by Staff Group

Staff Group	Bisexual	Gay or Lesbian	Heterosexual or Straight	Not stated	Other sexual orientation	Not known
Add Prof Scientific and Technical		6	123	16		38
Additional Clinical Services		16	611	71		162
Administrative and Clerical	5	16	744	111		166
Allied Health Professionals	7	8	268	35		72
Estates and Ancillary			340	46		131
Staff Group	**Bisexual**	**Gay or Lesbian**	**Heterosexual or Straight**	**Not stated**	**Other sexual orientation**	**Not known**
Healthcare Scientists			62	11		34
Medical and Dental		11	313	120		18
Nursing and Midwifery Registered	7	16	782	125		208

Analysis

The known status for sexual orientation is 71%, with figures for lesbian, gay or bisexual amounting to 2%. The unknown status for sexual orientation is 29% which includes those who preferred not to say and those who did not answer (not known).

The national estimation for people identifying as Lesbian, Gay, Bisexual or Other (LGB) is between 5-7%. There are no population census records for the Local Authority domains and the national 2011 ONS Census did not ask for sexual orientation status.

4 – Recruitment Profile

This section will analyse the recruitment profile of the Trust and will identify the following information:

- Applications and shortlisted candidates by protected characteristic
- Promotions by protected characteristic and pay band
- Starters and leavers by protected characteristic.

The protected characteristics within this section are age, gender, religion or belief, ethnicity, disability and sexual orientation. The data will be compared with the previous reporting period, where applicable to demonstrate any significant changes or developments.

The data for this section of the report will be taken from NHS Jobs and an organisational staff list compiled from ESR at a snapshot date of **30th November 2019** and **30TH November 2020.** Data that identifies 5 or less individuals will be removed and greyed out in order to protect the confidentiality of our staff.

4.1. Application and Shortlisting overview

Diagram Eight illustrates the number of applications received and those applications that have been shortlisted during the following time periods:

- 2018/19 – 1st December 2018 – 31st November 2019
- 2019 / 20 – 1st December 2019 – 31st November 2020

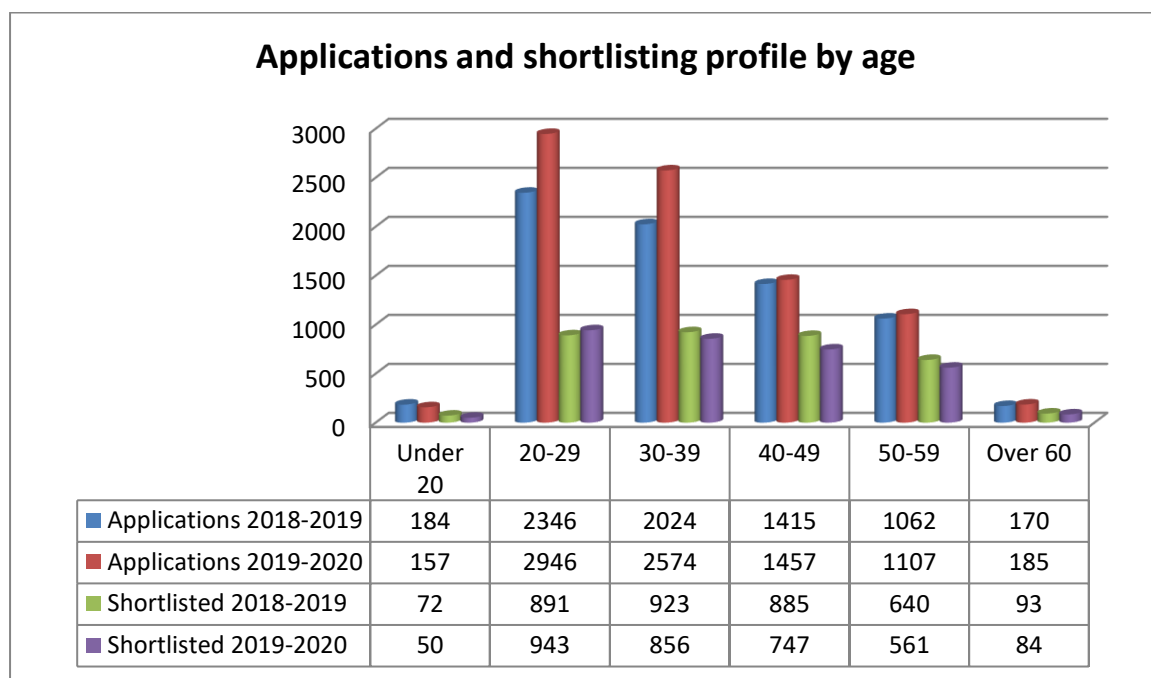**Diagram Eight:** Applications and Shortlisting information
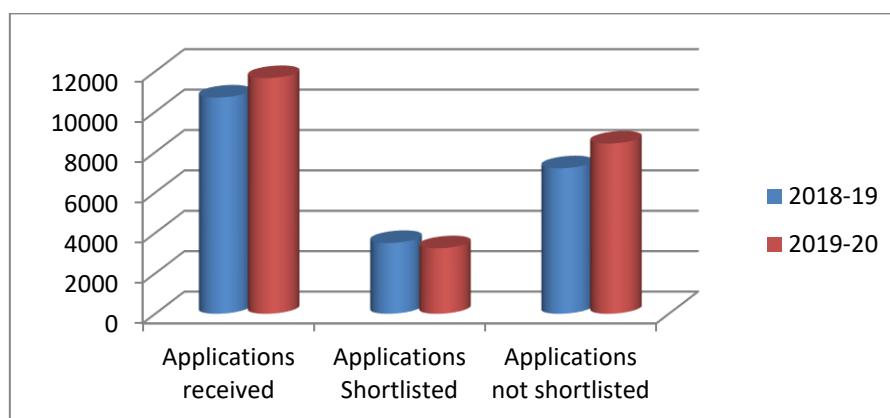
Analysis

The organisation received 11,667 applications in 2020 which is an increase of 8.9% on the previous year, which is likely to be attributable to the organisation's response to the COVID-19 pandemic.
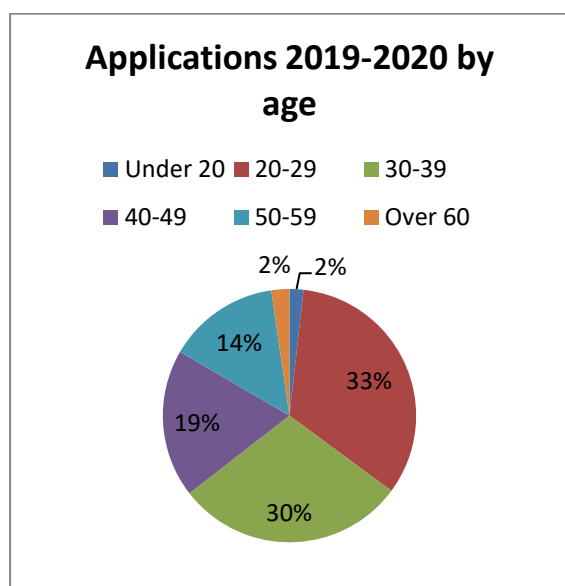
4.1.a Application and Shortlisting profile by Age

This section provides an overview of the profile of candidates who have applied and were shortlisted by age.
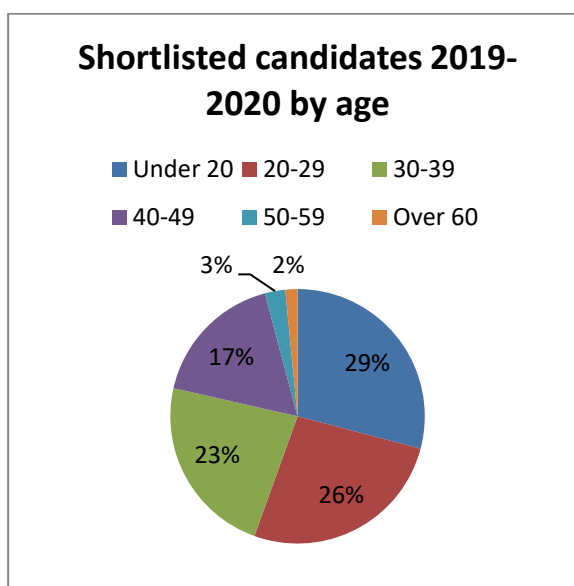
Diagram Nine: Profile of applications and shortlisted candidates by age

Applications and shortlisting profile by age

	Under 20	20-29	30-39	40-49	50-59	Over 60
Applications 2018-2019	184	2346	2024	1415	1062	170
Applications 2019-2020	157	2946	2574	1457	1107	185
Shortlisted 2018-2019	72	891	923	885	640	93
Shortlisted 2019-2020	50	943	856	747	561	84

Diagram ten: Applications by age profile

Applications 2019-2020 by age

Legend: Under 20, 20-29, 30-39, 40-49, 50-59, Over 60

- 20-29: 33%
- 30-39: 30%
- 40-49: 19%
- 50-59: 14%
- Over 60: 2%
- Under 20: 2%

Diagram eleven: Shortlisted by age profile

Shortlisted candidates 2019-2020 by age

Legend: Under 20, 20-29, 30-39, 40-49, 50-59, Over 60

- Under 20: 29%
- 20-29: 26%
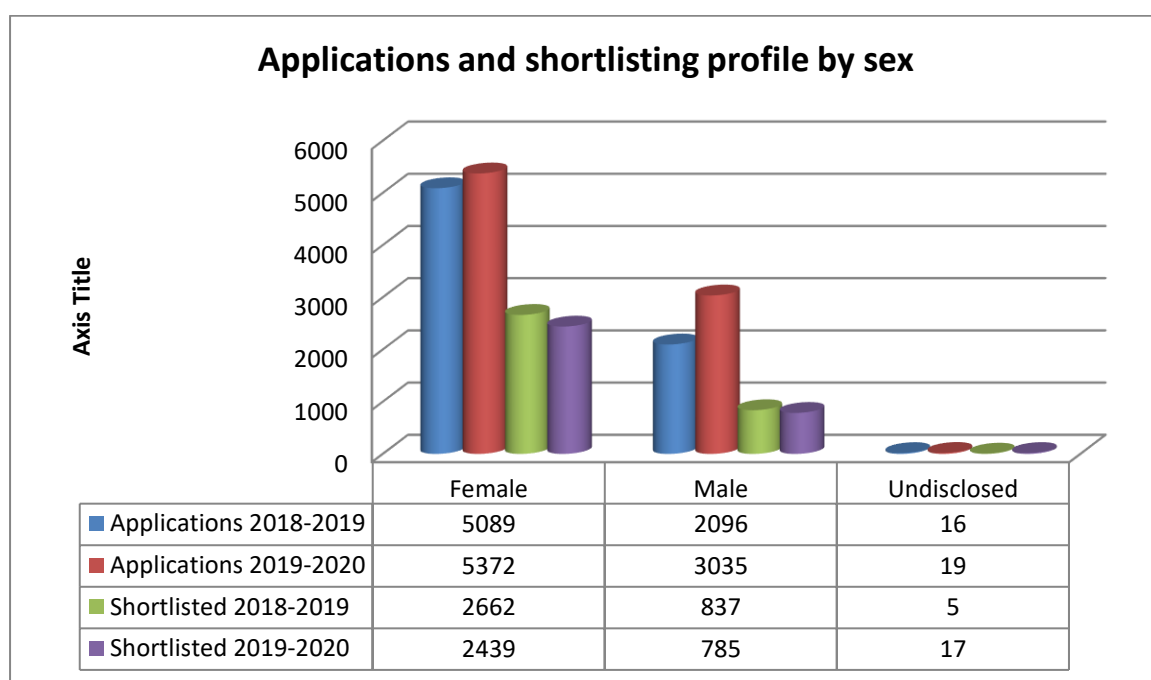- 30-39: 23%
- 40-49: 17%
- 50-59: 3%
- Over 60: 2%

Analysis

Diagrams ten and **eleven** highlights comparative data between individuals who applied and were shortlisted by their age demographic for 2018-2019 and 2019-2020. The biggest increase in applications was seen in the 20-29 age group, which is also reflected in the shortlisted candidates as evidenced in diagram **eleven**.
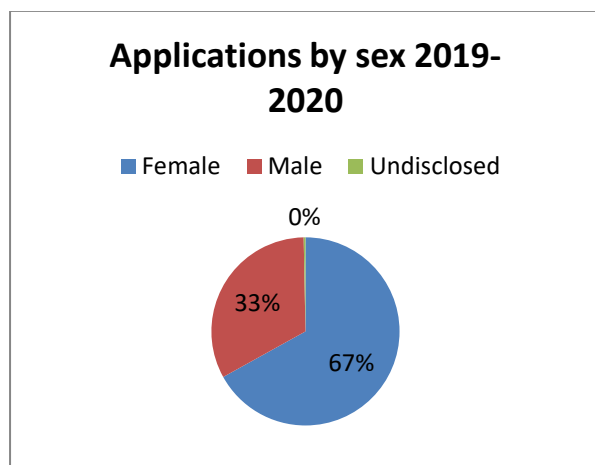
4.1.b Application and Shortlisting profile by Sex

This section provides an overview of the profile of candidates who have applied and were shortlisted by sex.
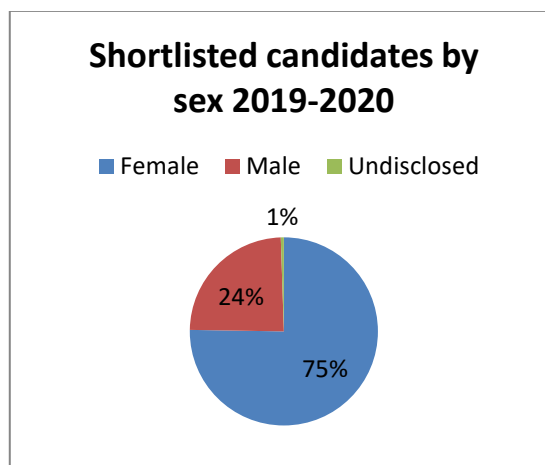
Diagram twelve: Profile of applications and shortlisted candidates by sex

Applications and shortlisting profile by sex

	Female	Male	Undisclosed
Applications 2018-2019	5089	2096	16
Applications 2019-2020	5372	3035	19
Shortlisted 2018-2019	2662	837	5
Shortlisted 2019-2020	2439	785	17

Diagram thirteen: Applications sex profile

Applications by sex 2019-2020

Female ■ Male ■ Undisclosed ■

- 0%
- 33%
- 67%

Diagram fourteen: Shortlisting sex profile

Shortlisted candidates by sex 2019-2020

Female ■ Male ■ Undisclosed ■

- 1%
- 24%
- 75%

Analysis

Diagram twelve demonstrates the comparative application and shortlisted data by sex between 2019 and 2020. There are significant numbers of females than males applying, which is also reflected in the shortlisting data.

In comparison to the local population, the Trust's application data would indicate that it may not be representative of the local population, with Halton having 48.8% male and 51.2% female and Warrington 49.6% male and 50.4% female. However, it is important to note that there are other factors to consider in relation to this data such as the amount of specialist roles and access to further learning and development for the population.
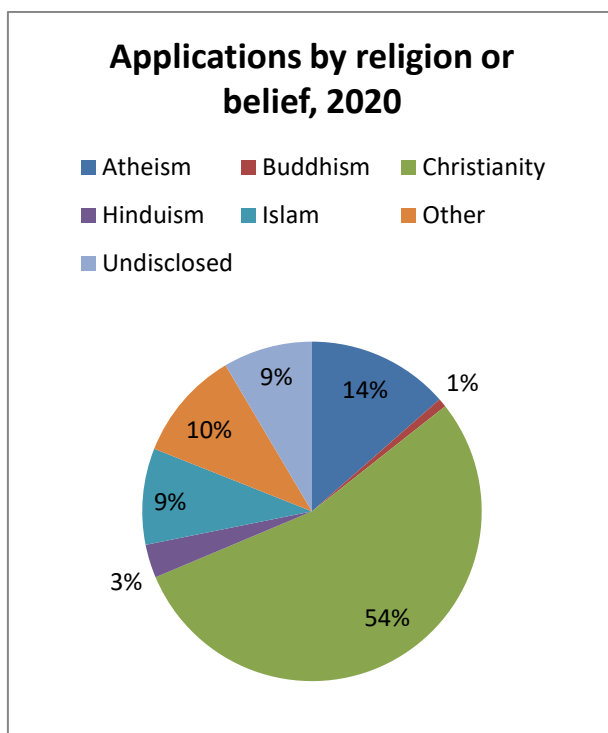
4.1.c Application and Shortlisting profile by Religion / Belief

This section provides an overview of the profile of candidates who have applied and were shortlisted by disclosed religion / belief.
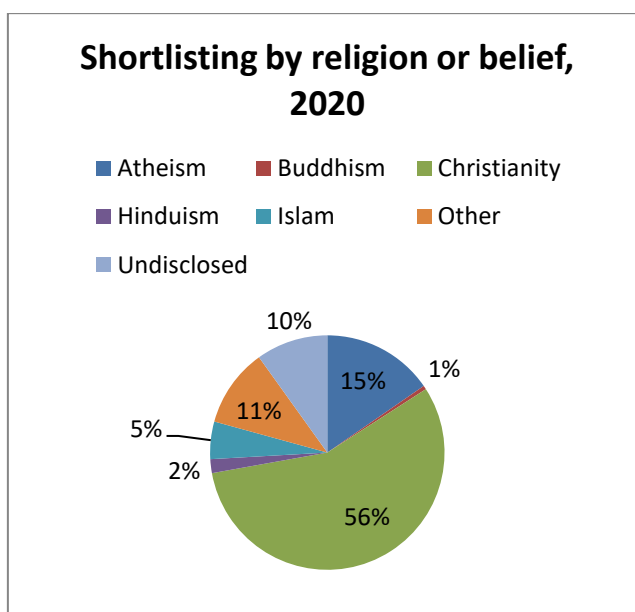
Diagram 15: Application and shortlisting profile information by religion and belief
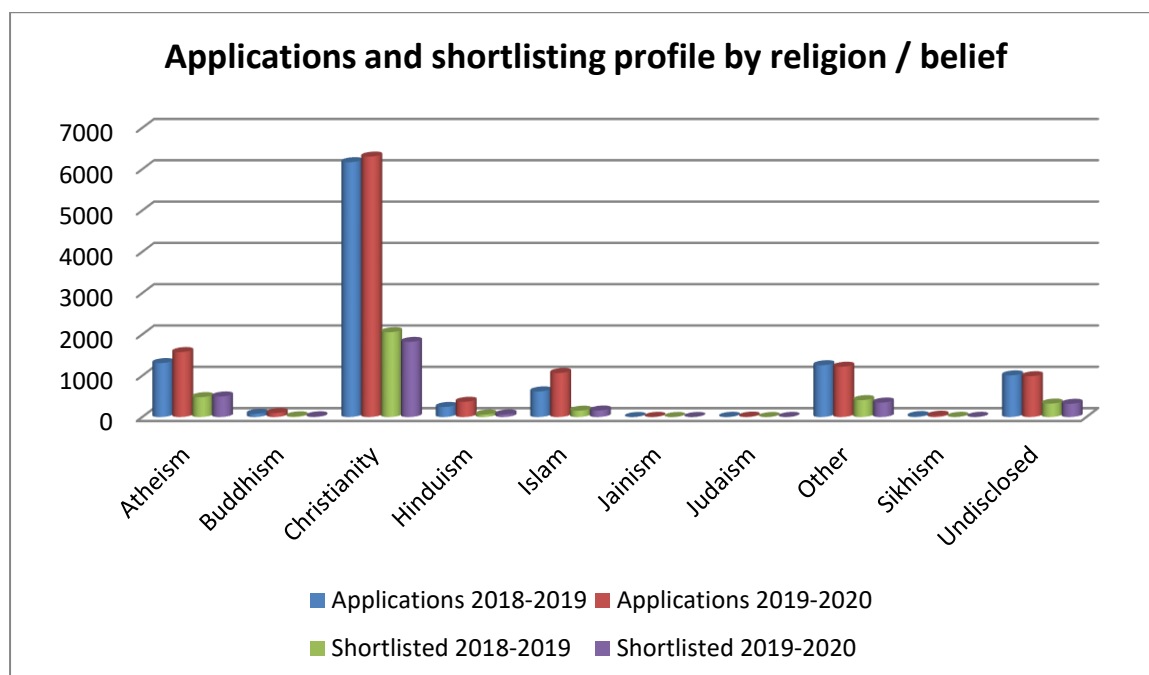
Diagram Sixteen: Applications profile by religion or belief, 2020

Applications by religion or belief, 2020

- ■ Atheism ■ Buddhism ■ Christianity
- ■ Hinduism ■ Islam ■ Other
- ■ Undisclosed

9% | 14% | 1%
10%
9%
3%
54%

Diagram seventeen: Shortlisting profile by religion or belief, 2020

Shortlisting by religion or belief, 2020

- ■ Atheism ■ Buddhism ■ Christianity
- ■ Hinduism ■ Islam ■ Other
- ■ Undisclosed

10% | 15% | 1%
11%
5%
2%
56%

Analysis

Diagram fifteen provides comparative information by religion and belief between 2019 and 2020. It is important to note that the data for Jainism, Judaism and Sikhism has been removed due to low numbers and to protect staff confidentiality. It is clear from **diagram fifteen** that there are no significant differences between 2019 and 2020.

The highest number of applicants declare to be Christian (54% of applications and 56% shortlisted) closely followed by Atheism, Other and undisclosed which reflect the local demographic information.

4.1.d Application and Shortlisting profile by Ethnicity

This section provides an overview of the profile of candidates who have applied and were shortlisted by ethnicity.

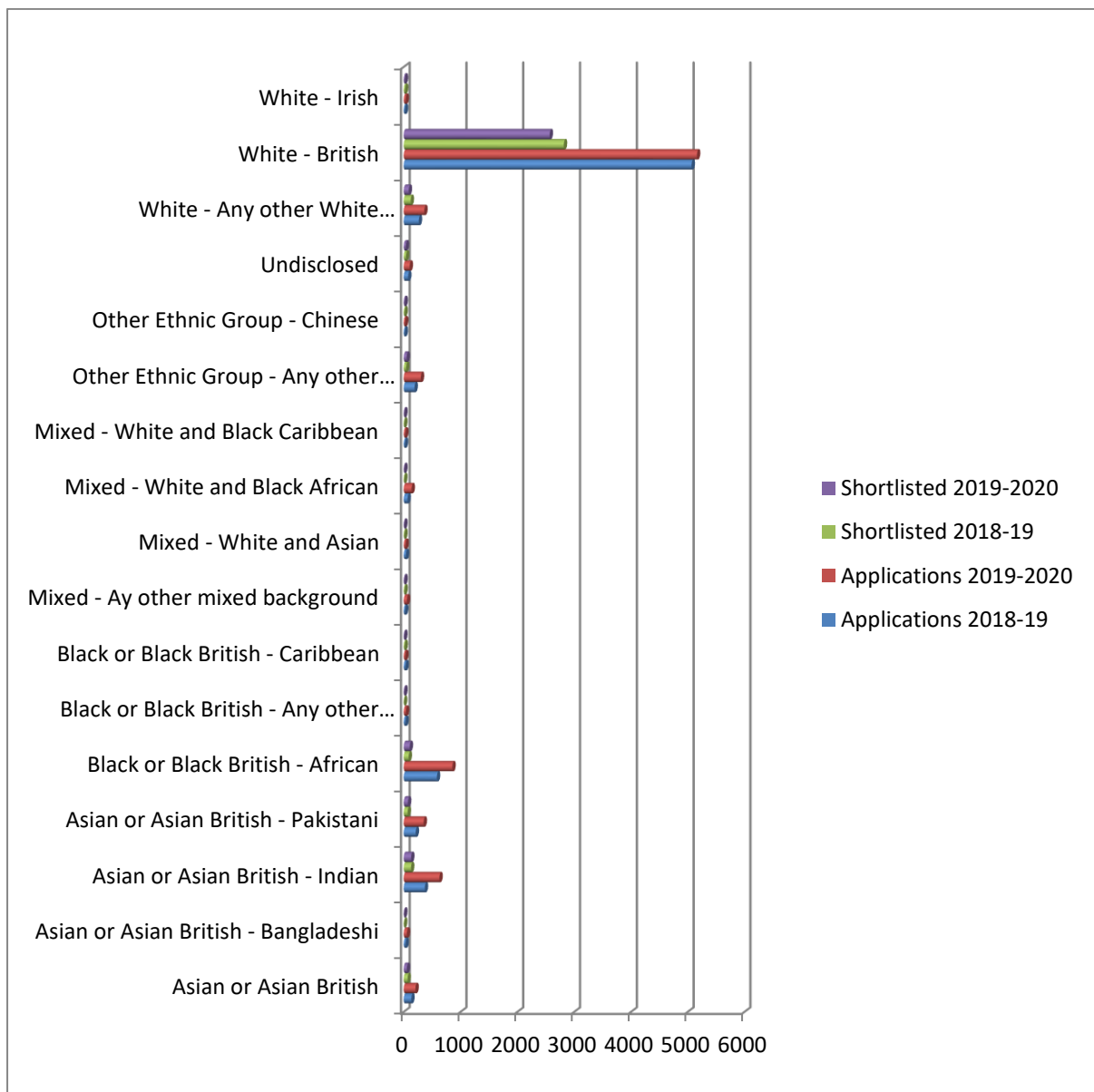**Diagram eighteen:** Application and shortlisting profile by ethnicity

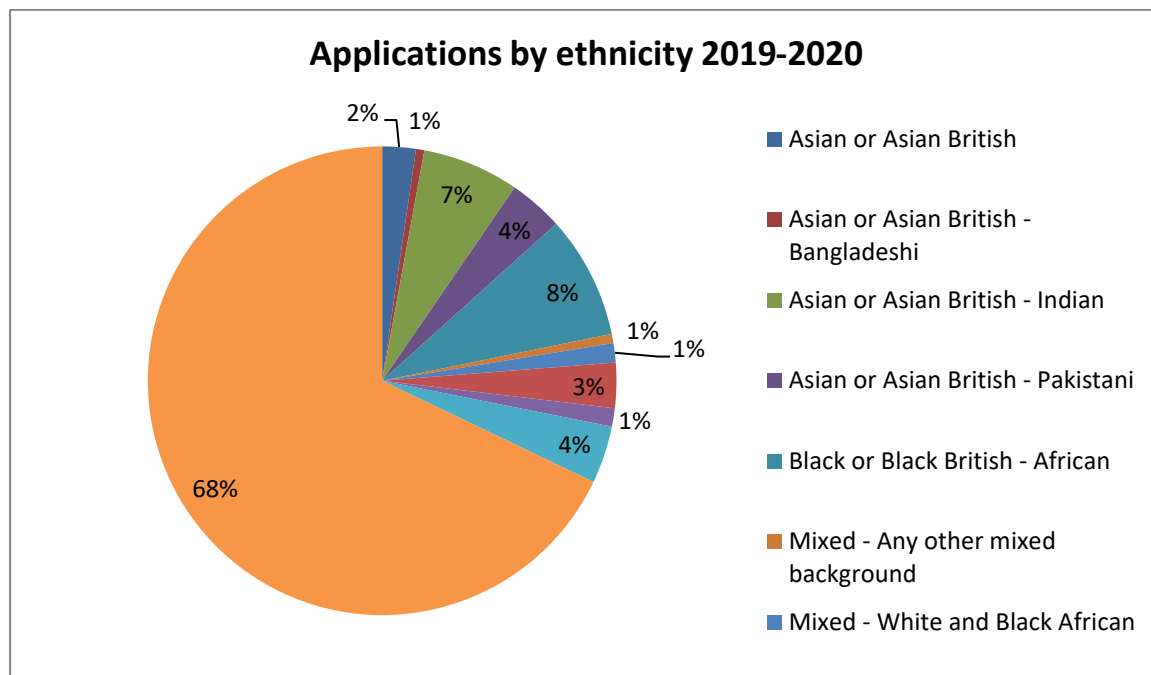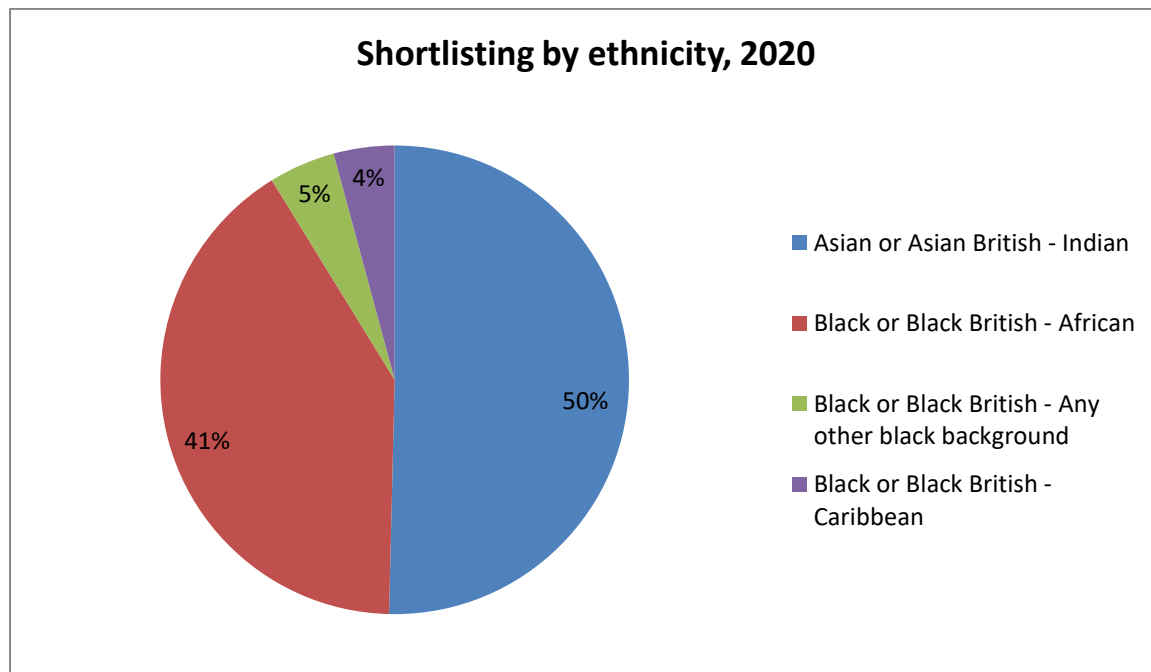**Diagram nineteen:** Application ethnicity profile, 2020

Applications by ethnicity 2019-2020

Legend:
- Asian or Asian British
- Asian or Asian British - Bangladeshi
- Asian or Asian British - Indian
- Asian or Asian British - Pakistani
- Black or Black British - African
- Mixed - Any other mixed background
- Mixed - White and Black African

Values shown: 2%, 1%, 7%, 4%, 8%, 1%, 1%, 3%, 1%, 4%, 68%

Diagram Twenty: Shortlisting profile by ethnicity, 2020

Shortlisting by ethnicity, 2020

Legend:
- Asian or Asian British - Indian
- Black or Black British - African
- Black or Black British - Any other black background
- Black or Black British - Caribbean

Values shown: 50%, 41%, 5%, 4%

Analysis

Diagram eighteen illustrates the comparative application and shortlisting information for 2019 and 2020. There are no changes between each of the years that would be considered to be statistically significant.

Based on the information above, the majority of applicants that are shortlisted are White British. The largest BAME group that is shortlisted is Asian or Asian British as illustrated in **diagrams nineteen** and **twenty**. This is relatively reflective of the local population of Warrington and Halton. To continue to monitor recruitment processes, the organisation has developed a robust action plan as a result of the Workforce Race Equality Standard data which is highlighted in section six.
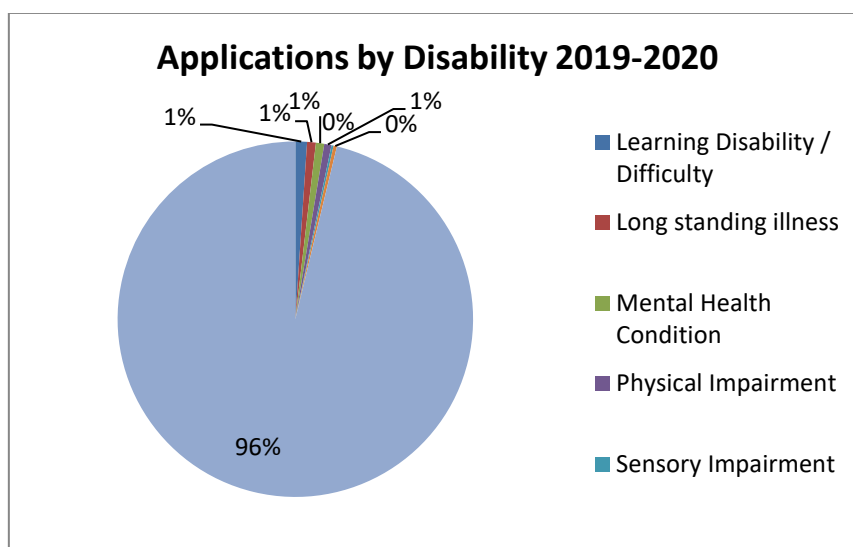
4.1.d Application and Shortlisting profile by Disability

This section provides an overview of the profile of candidates who have applied and were shortlisted by disability.
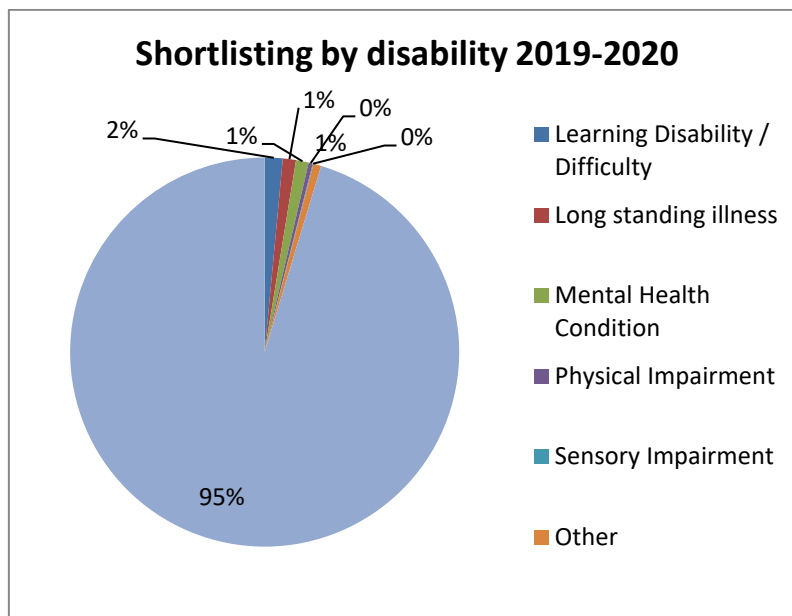
Diagram twenty one: Application and shortlisting profile by disability 2019-2020
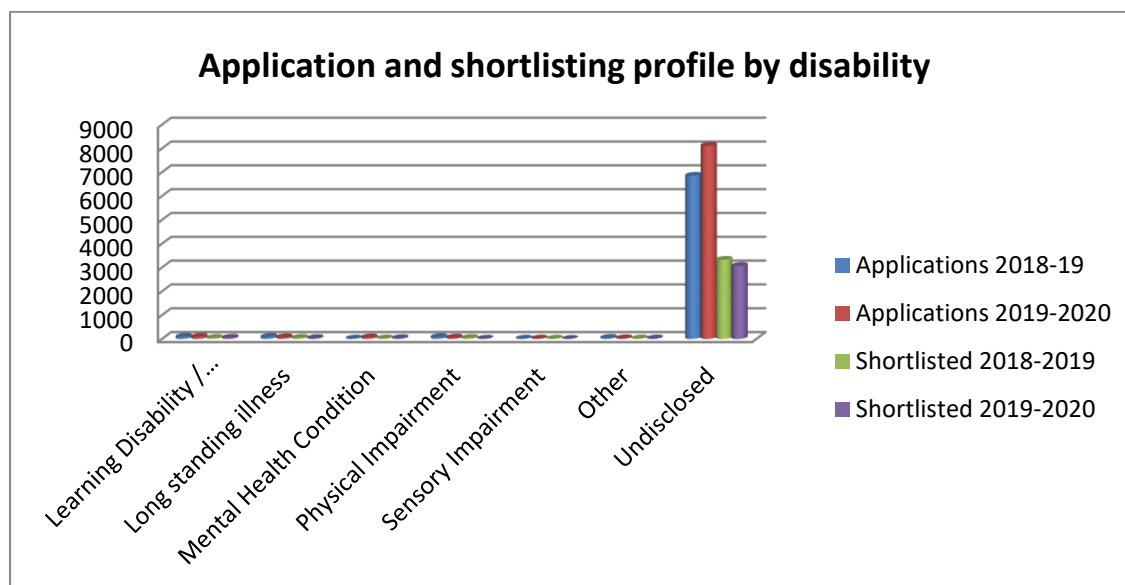
Diagram twenty two: Applications by disability profile

Diagram twenty three: Shortlisting by disability profile

Shortlisting by disability 2019-2020

- Learning Disability / Difficulty
- Long standing illness
- Mental Health Condition
- Physical Impairment
- Sensory Impairment
- Other

Analysis

Diagram twenty one offers comparative application and shortlisting information by declared disability for 2019/20, which shows an increase in applications from individuals not disclosing status.

Diagram twenty two and **twenty three** highlights that of individuals having a disability, the highest number of applications and shortlisted individuals have a declared learning disability or difficulty, which is closely followed by a long standing illness and mental health condition.

Within the local population, 11.58% of Halton report a disability compared with 8.387% of Warrington residents. Given that 4% of the organisation's applications report a disability, it would suggest that the workforce is not representative of the local population. However, the local population data does not indicate whether all individuals are eligible for work or not which makes drawing meaningful conclusions on representation difficult.
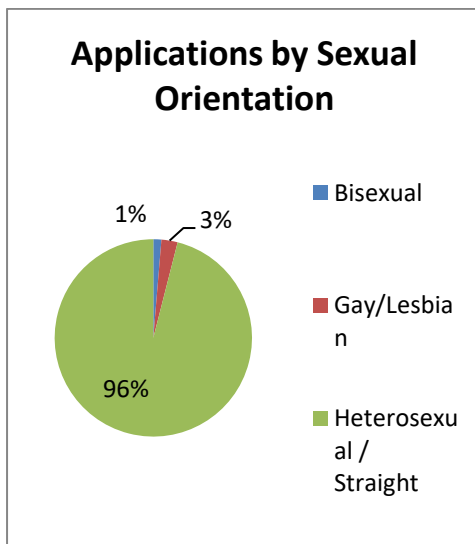
4.1.e Application and Shortlisting profile by Sexual Orientation

This section provides an overview of the profile of candidates who have applied and were shortlisted by sexual orientation.
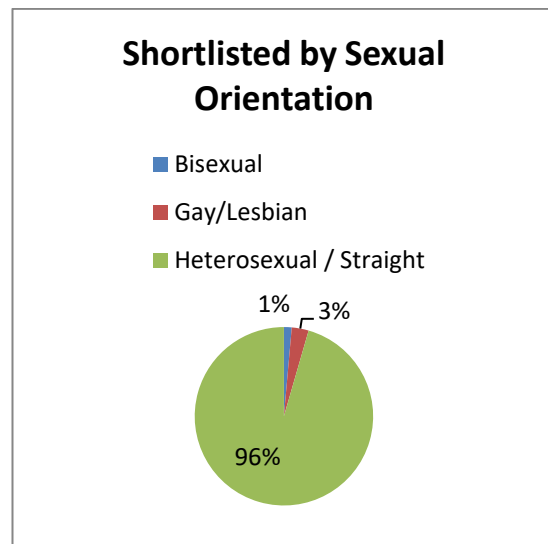
Diagram twenty four: Applications and shortlisting profile by sexual orientation
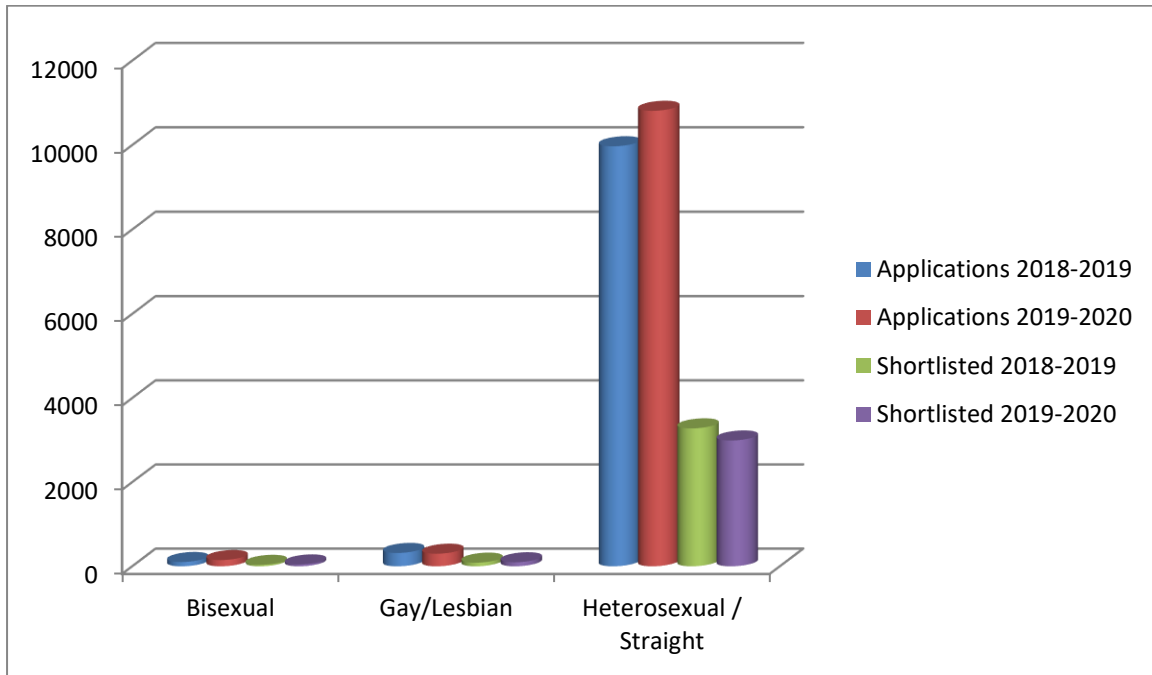
Diagram twenty five: Applications profile

Diagram twenty six: Shortlisting profile

Analysis

Diagram twenty four illustrates the application and shortlisting data by sexual orientation for 2019 and 2020, which shows no significant difference between the years. Hetereosexual / Straight individuals still account for over 95% of those who have applied and are shortlisted for our positions.

When comparing data to the local population, there is no residential data available for Warrington and Halton but compared with the North West statistics it would indicate that we are representative of our region (heterosxual, 94.89% and Bisexual, Gay or Lesbian at 1.66%).
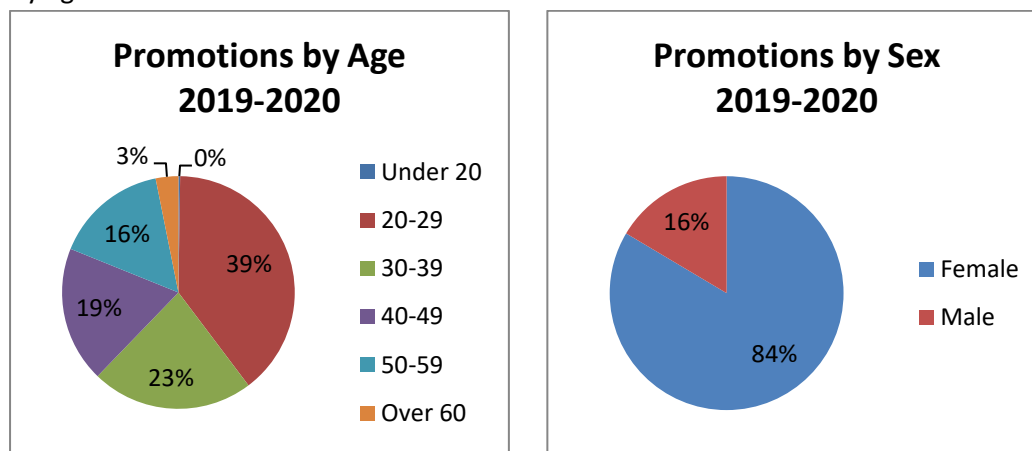
It is important to note that the categories "other" and "undecided" were removed from this data due to the low numbers, as indicated in the data reporting principles (Section 2.4).

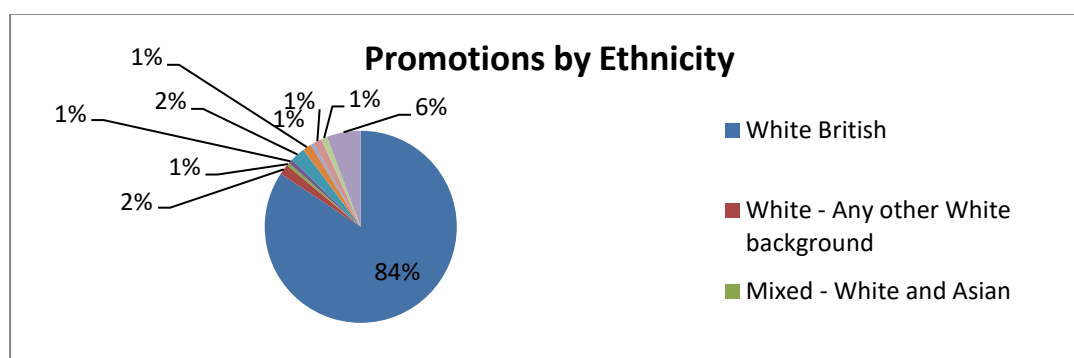Encouraging disclosure is a key action for the organisation's Equality, Diversity and Inclusion strategy.

4.2. Promotion profile by Protected Characteristic

This section provides an overview of the profile of promotions within the organisation by protected characteristic and pay band. 457 promotions in total for 2019-2020 year. The recording period for this data is 1st December 2019 – 30th November 2020.
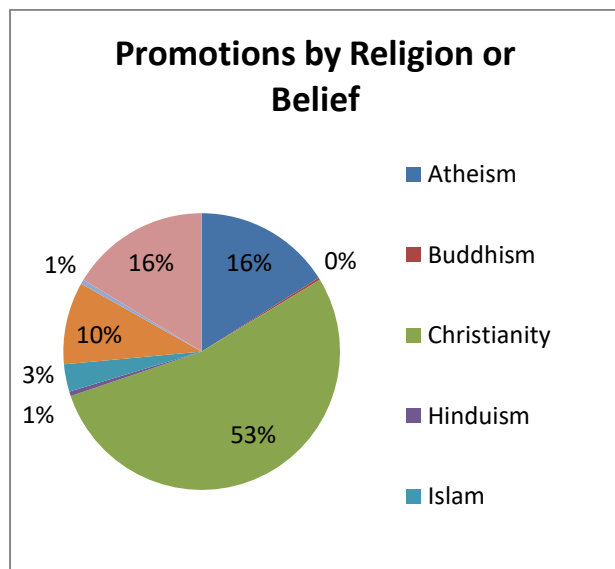
Diagram twenty seven: Promotion profile By age

Diagram twenty eight: Promotion profile by sex

Promotions by Age 2019-2020

Under 20; 20-29; 30-39; 40-49; 50-59; Over 60

3%, 0%, 16%, 39%, 19%, 23%

Promotions by Sex 2019-2020

Female; Male

16%, 84%

Diagram twenty nine: Promotion profile by ethnicity

Promotions by Ethnicity

White British; White - Any other White background; Mixed - White and Asian

1%, 1%, 2%, 1%, 1%, 1%, 1%, 6%, 2%, 1%, 84%

Diagram thirty: Promotion profile by religion or belief

Promotions by Religion or Belief

- Atheism
- Buddhism
- Christianity
- Hinduism
- Islam

16% | 0% | 53% | 1% | 3% | 10% | 1% | 16%

Diagram thirty one: Promotion profile by sexual orientation

Promotions by Sexual Orientation

- Bisexual
- Gay/Lesbian
- Heterosexual or Straight

1% | 3% | 96%
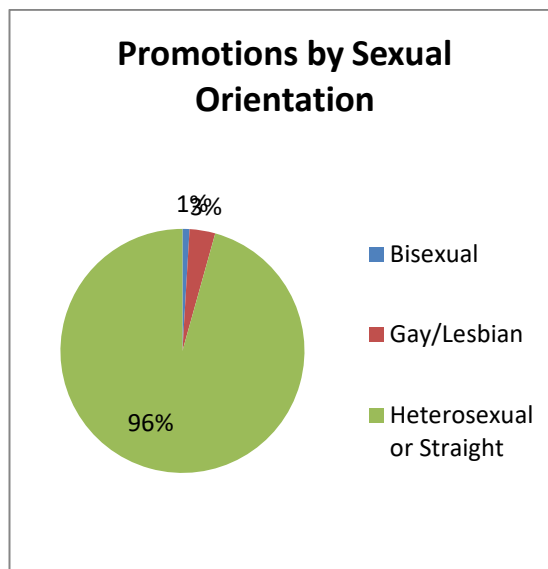
Diagram thirty two: Promotion profile by disability

Promotions by disability

- Yes - Declared
- No-Declared

2% | 98%
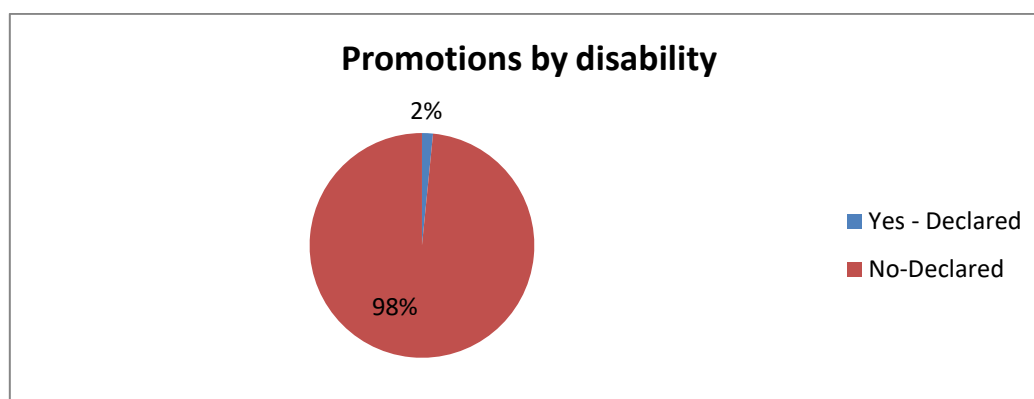
Analysis

For 2019/20 there were 457 promotions in total across the organisation, with the highest % of promotions being for female staff, those aged 20-29, White British, Christian, Heterosexual / Straight and those with no declared disability.
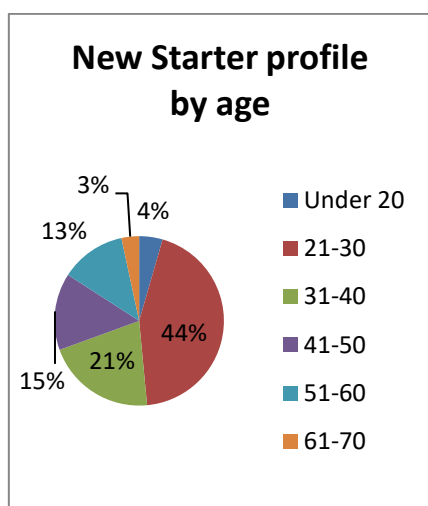
Diagrams twenty seven to **thirty two** indicate that promotions are largely reflective of the overall workforce profile. However, promotions by age band was the only characteristic not in line with the overall workforce with the majority of the workforce aged 41-50 (25%) and 51-60 (25%) but the majority of promotions (29%) were staff aged 20-29.

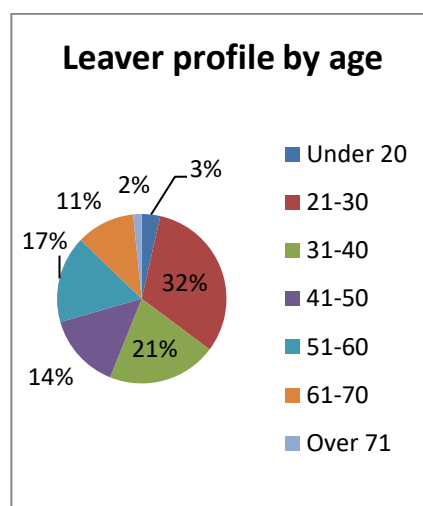## 4.3 Starters and Leavers profile by Protected Characteristic

This section provides an overview of the starters and leavers in the reporting period of 1st December 2019 – 30th November 2020 and has been obtained by the Electronic Staff Record (ESR).

For this reporting the period, the organisation has welcomed 1009 new members of staff and 795 have left the organisation.

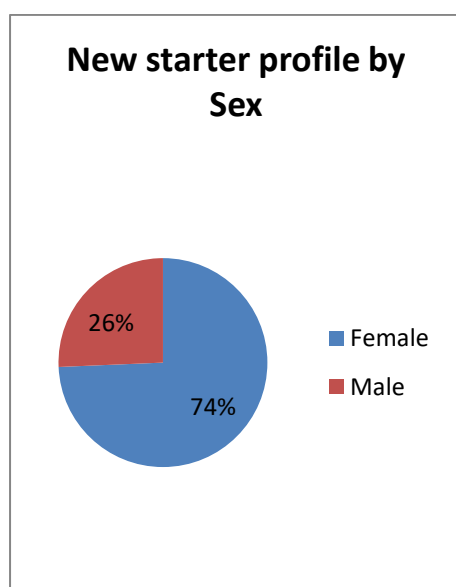**Diagram thirty three:** New starter age profile

Diagram thirty four: Leave age profile

New Starter profile by age

- Under 20
- 21-30
- 31-40
- 41-50
- 51-60
- 61-70

3%, 4%, 13%, 44%, 15%, 21%

Leaver profile by age

- Under 20
- 21-30
- 31-40
- 41-50
- 51-60
- 61-70
- Over 71

2%, 3%, 11%, 17%, 32%, 21%, 14%

Analysis

Based on **diagrams thirty three** and **thirty four**, the majority of new starts fall within the age band of 21-30, which is also the highest percentage of leavers from the organisation.

Diagram thirty five: New starter sex profile

Diagram thirty six: Leaver sex profile

New starter profile by Sex

- Female
- Male

26%, 74%
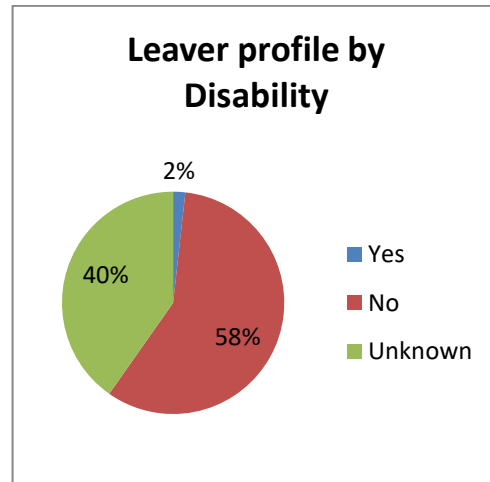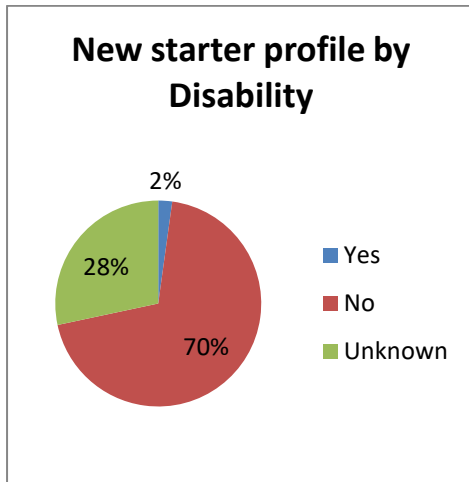

Leaver profile by Sex

- Female
- Male

23%, 77%
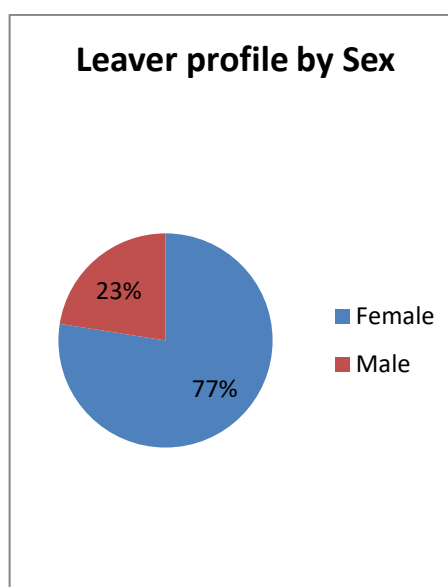
Analysis

On review of the starter and leaver profile on the basis of sex, this data reflects the overall workforce profile of the organisation as identified in **section three.**

Diagram thirty seven: New starter disability profile

New starter profile by Disability

- Yes — 2%
- No — 70%
- Unknown — 28%

Diagram thirty eight: Leaver disability profile

Leaver profile by Disability

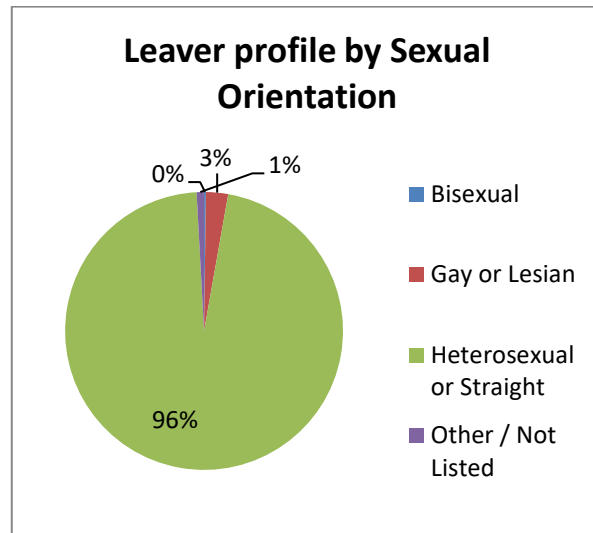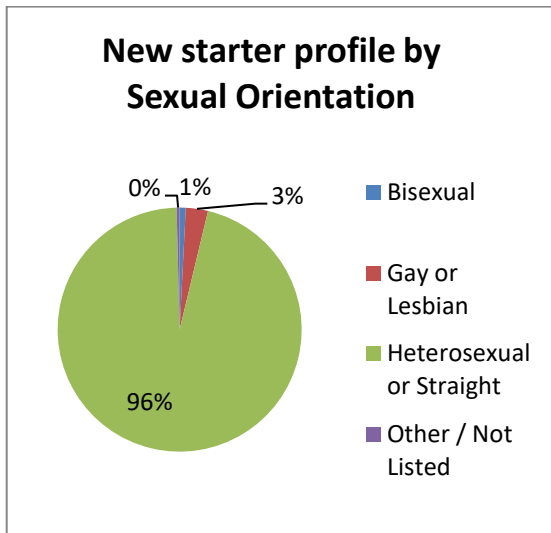- Yes — 2%
- No — 58%
- Unknown — 40%

Analysis

Diagrams thirty seven and **thirty eight** highlight that there is a significant number of individuals whose disability status is unknown which means that it is difficult to identify any meaningful analysis. However, the trends are similar to the overall workforce composition.

Diagram thirty nine: New starter sexual orientation profile

New starter profile by Sexual Orientation

- Bisexual — 0%
- Gay or Lesbian — 1%
- Heterosexual or Straight — 96%
- Other / Not Listed — 3%

Diagram forty: Leaver sexual orientation profile

Leaver profile by Sexual Orientation

- Bisexual — 0%
- Gay or Lesian — 3%
- Heterosexual or Straight — 96%
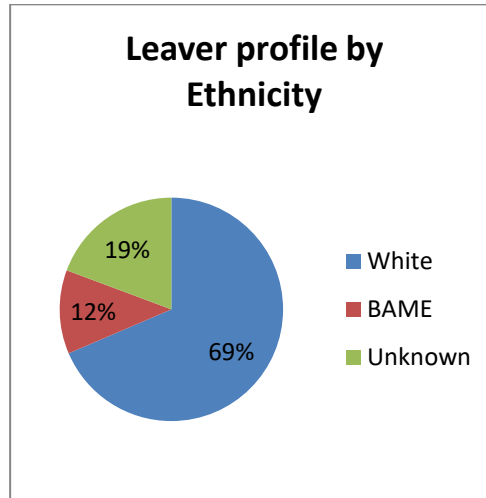- Other / Not Listed — 1%

Analysis

On review of the above data relating to sexual orientation, it is evident that the data is similar to the overall composition of the workforce as outlined in **section three**.

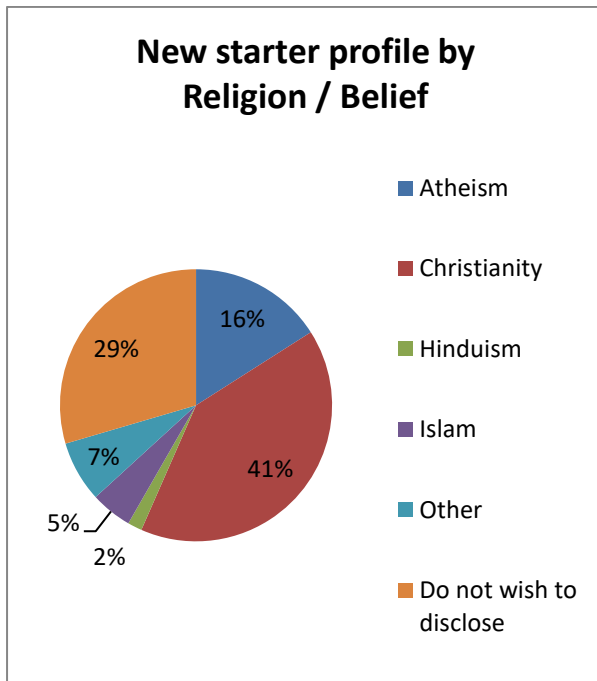**Diagram forty one:** New starter ethnicity profile

New Starter profile by Ethnicity

- White — 67%
- BAME — 14%
- Unknown — 19%
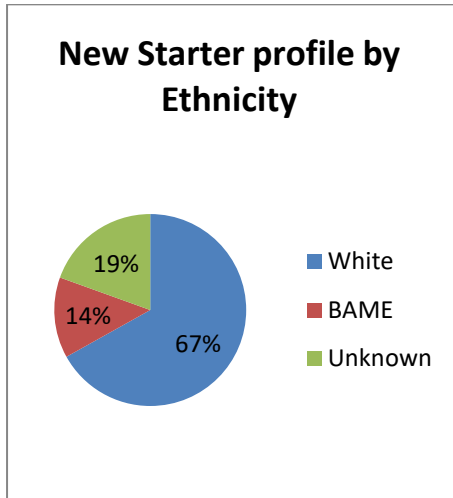
Diagram forty two: Leaver ethnicity profile

Leaver profile by Ethnicity

- White — 69%
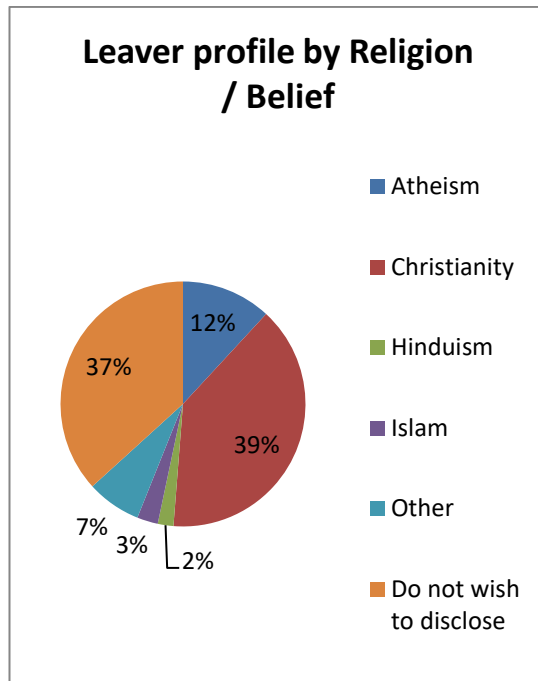- BAME — 12%
- Unknown — 19%

Analysis

Diagrams forty one and **forty two** illustrate similar trends to the overall workforce profile, however the impact of non-disclosure means a full picture cannot be ascertained.

Diagram forty three: New starter religion / belief profile

New starter profile by Religion / Belief

- Atheism — 16%
- Christianity — 41%
- Hinduism — 2%
- Islam — 5%
- Other — 7%
- Do not wish to disclose — 29%

Diagram forty four: Leaver religion / belief profile

Leaver profile by Religion / Belief

- Atheism — 12%
- Christianity — 39%
- Hinduism — 2%
- Islam — 3%
- Other — 7%
- Do not wish to disclose — 37%

Analysis

The data above is aligned to the overall workforce composition but there is a high rate of non-disclosure which is a key action in the organisation's equality, diversity and inclusion strategy. It should be noted that although the Trust is small, the workforce profile is diverse in its religion and belief.

4.4 Recruiting an inclusive workforce

As an organisation we recognise the importance of attracting the right people to our organisation as well as a diverse group of individuals with a diverse range of skills, talents and abilities. A diverse workforce can better meet the needs of our diverse communities. Evidence shows that a diverse workforce enables our staff to be afforded greater workplace opportunities and has a direct impact on increased job satisfaction.

The organisation remains committed to NHS England;s Model Employer ambitions of increasing the diversity of leadership within the NHS and have a range of actions that are monitored within the organisation's Equality, Diversity and Inlcusion governance procedures. Warrington and Halton Teachning Hospitals NHS Foundation Trust are committed to attracting the right people to enable us to deliver outstanding, inclusive care to our local communities.

Section 5 – Formal Procedures

This section will be reviewing the Employee Relation Formal Procedures and will specifically identify the following information:

- Bullying and harassment formal procedures by protected characteristic
- Disciplinary formal procedure by protected characteristic
- Performance management formal procedure by protected characteristic
- Grievance forma procedures by protected characteristic

The data for this section of the report is taken from the Electronic Staff Record for the reporting period 1st December 2019 – 30th November 2020. As highlighted in **section xxx** any headcount 5 or below, will be removed to provide confidentiality of the data.

5.1 Bullying and Harassment Cases

This section provides an overview of bullying and harassment cases by protected characteristic for the reporting period 1st December 2019 – 30th November 2020.

Table thirteen: Bullying and Harassment cases by protected characteristic

Protected Characteristic	%
Ethnicity	
White British	85%
BAME	15%
Religion or Belief	
Christianity	65%
Other	10%
Do not wish to disclose	10%
Unknown	15%
Age Group	
21-30	10%
31-40	10%
41-50	40%
51-60	25%
Over 60	15%
Sex	
Female	65%
Male	35%
Sexual Orientation	
Heterosexual or Straight	65%
Unknown / Not stated	35%
Disability	
No	60%
Yes	0%
Unknown / Not declared	40%

Table thirteen, demonstrates that the divide of protected characteristics is similar to the current workforce profile, with the majority of claims being Female, White British and within the age group of 41-60.

However, low number of cases make this statistically difficult to analyse and draw robust and meaningful conclusions. Reporting and disclosure in its widest sense is a key enabler within the Equality, Diversity and Inclusion strategy for the organisation and will continue to be a key action in 2021/22.

5.2 Disciplinary Cases

This section provides an overview of disciplinary cases by protected characteristic for the reporting period 1st December 2019 – 30th November 2020.

Table Fourteen: Disciplinary cases by protected characteristic

Protected Characteristic	%
Ethnicity	
White British	88%
BAME	12%
Religion or Belief	
Atheism	14%
Christianity	34%
Islam	3%
Judaism	3%
Other	9%
Unknown / do not wish to disclose	9%
Age Group	
21-30	12%
31-40	15%
41-50	26%
51-60	29%
Over 60	16%
Unknown	2%
Sex	
Female	63%
Male	37%
Sexual Orientation	
Bisexual	2%
Heterosexual or Straight	59%
Unknown	27%
Not stated	12%
Disability	
No	48%
Yes	4%
Unknown / Not declared	48%

Table fourteen shows the percentage of individuals who have gone through the formal disciplinary process for the reporting period 2029-2010 (1st December 2019 – 30th November 2020) by protected characteristics.

The majority of individuals undergoing the formal disciplinary process are White, Christian, Females in the age band 51-60 which is in the scope of the current workforce profile for 2019. Similar to the bullying and harassment information, due to the high "unknown" status for various protected characteristics, it is difficult to confidently assess and draw meaningful conclusions.

5.3 Performance Management Cases

Due to the very low number of cases of formal performance managed and the gaps in protected characteristics data over the identified reporting period it is not a significant data set in order to analyse.

5.4 Grievance Cases

Similarly to performance management cases, due to the very low number of cases of formal grievance cases and the gaps in protected characteristics data over the identified reporting period it is not a significant data set in order to analyse.

Section 6 – Workforce Equality Standards

6.1 Workforce Race Equality Standard (WRES) 2019

The Workforce Race Equality Standard (WRES) is a requirement to implement for the Trust and is detailed in the NHS standard contract. The annual WRES data set against nine specific metrics enables the organisation the opportunity to develop an action plan to address each of the metrics to continue to push to improve the experiences of our Black, Asian and Minority Ethnic staff within our workforce.

The comprehensive action plan in response to the WRES data for the organisation is available on the external website under the equality, diversity and inclusion pages.

6.2 Workforce Disability Equality Standard (WDES) 2019

The Workforce Disability Equality Standard (WDES) is a requirement to implement for the Trust and is detailed in the NHS standard contract. The annual WDES data set against ten specific metrics enables the organisation the opportunity to develop an action plan to address each of the metrics to continue to push to improve the experiences of our disabled staff within our workforce.

The comprehensive action plan in response to the WDES data for the organisation is available on the external website under the equality, diversity and inclusion pages.

Section 7 – Conclusions

This report has provided significant data in relation to the current workforce profile of Warrington and Halton Teaching Hospitals NHS Foundation Trust and compared this to the previous year, where applicable. The data has been broken down by Protected Characteristic where available in order to ascertain whether there are any concerns or trends that may highlight disparities between groups of staff.

After reviewing the available information, there have been no indications that there is vast disparities between groups of staff according to Protected Characteristic in addition to what has been identified in the WRES and WDES process.